

# **Assistive Technology Advisory Committee (ATAC)**

## **Meeting Summary**

**ATAC Conference Call**  
**Thursday, February 5, 2015**  
**10:00 – 11:30 AM**  
**Department of Rehabilitation**  
**Conference Room 169**  
**721 Capitol Mall**  
**Sacramento, CA 95814**

### **Committee Members:**

Gregory Mathes, Director, Grants & Foundations, Goodwill of Orange County  
Ray Grott, Director, RET Project, San Francisco State University  
Lenore Presley, Deaf-blind Community Representative  
Jonn Paris-Salb, Education Administrator, California Department of Education  
Kim Cantrell, Program Manager, CFILC  
Brian Winic, SSMI, DOR, Blind Field Services  
Karen Andersen, Member At-Large

### **DOR Staff:**

Jay Harris, Chief, Independent Living Assistive Technology Section  
Sheila Conlon-Mentkowski, Rehabilitation Administrator I, Independent Living Assistive Technology Section  
Robert McCarthy, Associate Governmental Program Analyst, Independent Living Community Access Division

### **Guests:**

### **Excused:**

Debbie Drennan, AT Specialist, Parents Helping Parents

### **Absent:**

Paul Carver, CA Office of Emergency Services  
Daniel Boomer, Special Ed, California Department of Education  
Doug Sale, Workforce Investment Board

### **Agenda Item 1: Welcome and Introductions**

Chair Gregory Mathes opened the meeting at 10:00 AM. He asked attendees to introduce themselves and to review the agenda before moving on to the prior meeting's minutes.

### **Agenda Item 2: Meeting Summary Approval**

Chair Mathes asked for the committee to take a moment to review the minutes from the prior meeting in September 2014 and then called for a motion to approve them.

**Motion:**

**Jonn Paris-Salb moved that the prior meeting's minutes be approved. Karen Andersen seconded the motion. Before the minutes were approved it was noted that Paul Carver's affiliation information needed to be corrected. Someone identified the correct agency affiliation information for Paul Carver. The September 2014 ATAC meeting minutes were then approved by unanimous vote.**

**Agenda Item 3: Review/Approval/Submission of the 3 year State AT Plan**

Jay Harris, Chief, Independent Living and Assistive Technology, gave an overview of the RSA 664 report, which is the State's 3 year AT plan and covers 2015-2017. It still needs to be approved by ATAC and submitted to Rehabilitation Services Administration (RSA) no later than February 27, 2015. He explained that under WIOA, the AT programs are moving from the US Department of Education's RSA, to the US Health and Human Services, specifically the Administration on Community Living (ACL), sometime this year. DOR will keep ATAC posted on this transfer.

Chair Mathes asked if a device demo was possible. Jay said he spoke with our AT Contractor about this but did not think it would be feasible right now because the funding is not available for it and there is the challenge with statewide coordination. He added that the plan can always be amended. Jay stated stability is important with service provision and CFILC is interested in continuing the conversation. Kim Cantrell from CFILC said reporting on device demonstrations is not possible at present because it's not included as a field in the reporting RSA reporting mechanism. She hopes that there will be more information available by the March meeting.

The 2015-2018 AT RFP for contractors interested in competing to be an AT Implementing Entity will be released soon by the DOR and posted to BidSync. DOR's Contract Department is working on the schedule of timelines prior to its release.

Vice Chair, Ray Grott said he had spoken recently with someone from Rehabilitation Engineering and Assistive Technology Society of North America's (RESNA) Catalyst Project who said that most states don't put their AT activities out to bid. He asked the DOR why California puts out an RFP every three years. Jay responded that California approaches AT differently than other states; he added that DOR is researching California contracting rules to see whether CFILC can be designated as the implementing entity. Ray noted in the draft 664 plan that CFILC is listed as the implementing entity. Diane Golden also has noted in previous meetings that most states don't issue an RFP. Chair Mathes and Vice Chair Grott urged the DOR to explore different ways.

**Motion:**

**Jonn Paris-Salb, made a motion that the committee approve the submission of the State AT Plan. Karen Andersen seconded it. The motion to approve submission of the AT Plan was unanimously accepted.**

**Agenda Item 4: Review/discussion/vote on the ATAC Charter and Bylaws**

Chair Mathes asked committee members take a few minutes to review the charter and bylaws. The Vice Chair thought the charter should more clearly reflect two functions: 1. to be an advisory committee for the AT Grant, and 2. to provide guidance for the DOR on AT needs. Sheila Conlon-Mentkowski, Rehabilitation Administrator, said the charter was written to AT Act requirements and could not be made more specific. Other comments included creation of another section addressing capacity building and advocacy activities. It was decided there was more discussion necessary on the charter and bylaws. A comment was made that some suggested changes were incorporated into the bylaws and some of the smaller changes were not. A method for identifying suggested changes should be utilized that allows for tracking all of the requested amendments. Gregory asked the committee to take the time to review both documents after the meeting and to provide comments to Sheila in email by close of business Thursday, February 12<sup>th</sup>. Sheila would compile the individual comments and distribute them a 2<sup>nd</sup> time so they could be reviewed before being incorporated in to by February 20th in order to accommodate Bagley Keene requirements for the March 3 meeting.

#### **Agenda Item 5: Appointment of Membership Subcommittee**

The membership roster was discussed. It was noted that Paul Carver has not been active on the committee for a long time; his position needs to be filled. Helene Ferreira recently resigned from the committee. Chair Mathes asked for two volunteers to work with Sheila on replacements for the two empty committee positions and also assist with figuring out how to stagger member term limits. Jonn Paris-Salb and Karen Crowe volunteered to assist Sheila with these two tasks.

Gregory and Ray asked Sheila to work with them on drafting something that includes action items from the last meeting and a roundtable so ATAC members to have time to update each other on what they have been doing to use as a basis for March's meeting agenda. Jay added that members should also email Gregory and Ray with agenda items and that George Moultrie (with DOR) can help with travel arrangements if desired.

#### **Action Items:**

Action items were not added to the agenda for this meeting. September 2014 action items:

- Update on WIOA for the next meeting and its impact on DOR and AT
- PROMISE Grant presentation/update (report) by phone
- CFILC progress on the Freedom Tech LP
- Revision of bylaws and charter and electronic transmission to members
- Arrangement of two additional meetings via teleconference
- Representative from an agency to speak about MediCal and AT

**Adjourn: 11:30 AM; Next ATAC meeting 3/3/2015 San Diego, CA**